**Project Brief**

*Give a short Statement giving the general outline of the project*

**Knowledge and Skills for this project**

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| --- | --- |
| **Project name:** | |
| **Concept/idea:**  **Factors to consider:** | |
| Knowledge I already have: | Knowledge I need: |
| Skills I already have: | Skills I need: |
| Resources I have: | Resources I need: |

**Time Plan**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Date | **Class activities** | **Personal timeline/plan** | **Class activities** | **Personal timeline/plan** |
| 36 | 7th and 9th Sept | **Theory/practical:** Developing a market survey and/or Business plan |  | **Theory/practical:** Concept development - Plan and develop designs |  |
| 37 | 14th and 16th Sept | **Practical: developing concept -** Develop mock-up  Is it suitable? What to my target market think? Does it need modification? |  | **Practical:** Research into final resource needs  Gather necessary materials and any additional knowledge |  |
| 38 | 21st and 23rd Sept | **Practical:** Develop prototype  Any changes needed?  **Decision needed on selling** |  | **Practical:** Prepare for mass production  Identify number of units needed and standards of quality |  |
| 39 | 28th and 30th Sept | **Practical:** Mass produce products – ensuring quality standards are met |  | **Practical:** Mass produce products – ensuring quality standards are met |  |
| 40 | 5th and 7th Oct | **Practical:** Mass produce products – ensuring quality standards are met |  | **Practical:** Check quality,Is it a professional standard?Package and label products ensuring labels are accurate/ Sell product to pre determined market / outlet |  |
| 41 | 12th and 14th Oct | **Practical:** Selling |  | **Practical:** October 15th OUSA markets if people want to sell there. |  |

**Personal Log**

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| Date | Looking Back | What I have Done | Looking Ahead |
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